

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: May 17, 2006

Division: Monroe County

Bulk Item: Yes XX No

Department: Fixed Asset Surplus

Staff Contact Person: Divina D. Speer

AGENDA ITEM WORDING: Approval to remove surplus equipment from inventory via disposal.

ITEM BACKGROUND: See attached schedule

PREVIOUS RELEVANT BOCC ACTION: N/A

CONTRACT/AGREEMENT CHANGES:

STAFF RECOMMENDATIONS:

TOTAL COST: N/A

BUDGETED: Yes No

COST TO COUNTY: N/A

SOURCE OF FUNDS: N/A

REVENUE PRODUCING: Yes No **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty OMB/Purchasing Risk Management

DIVISION DIRECTOR APPROVAL:


(KEVIN MADOK, Assistant Finance Director)

DOCUMENTATION: Included Yes Not Required

DISPOSITION:

AGENDA ITEM #

Revised 2/05

Board of County Commissioner
May 17, 2006

SCHEDULE OF SURPLUS ITEMS		ITEM BACKGROUND	AMOUNT		BOCC ACTION
County ID #	Description		Original Value	Estimated Present Value	need approval to-
1 1290 (0903-815)	Magnascanner	beyond economical repair	\$3,129.00	\$0.00	remove from inventory and dispose
2 1301 (0903-1016)	Colfax Computer	beyond economical repair	\$1,345.27	\$0.00	remove from inventory and dispose
3 1624 (1102-145)	Dell Computer	beyond economical repair	\$1,314.00	\$0.00	remove from inventory and dispose
4 1863 (3000-207)	Howard Computer	beyond economical repair	\$1,491.00	\$0.00	remove from inventory and dispose
5 2570 (2600-967)	Howard Computer	beyond economical repair	\$1,029.61	\$0.00	remove from inventory and dispose
6 1809 (1807-149)	Laptop Computer	beyond economical repair	\$1,985.95	\$0.00	remove from inventory and dispose
7 2491 (0201-252)	Dell Computer	cannibalize for parts	\$1,729.60	\$0.00	remove from inventory and dispose
8 2492 (0201-250)	Dell Computer	cannibalize for parts	\$1,729.60	\$0.00	remove from inventory and dispose
9 2493 (0201-253)	Dell Computer	cannibalize for parts	\$1,729.60	\$0.00	remove from inventory and dispose
10 2494 (0201-249)	Dell Computer	cannibalize for parts	\$1,729.60	\$0.00	remove from inventory and dispose
11 2503 (0202-616)	Dell Computer	cannibalize for parts	\$1,270.70	\$0.00	remove from inventory and salvage
12 2504 (0202-615)	Monitor	cannibalize for parts	\$1,127.26	\$0.00	remove from inventory and dispose
13 2647 (0701-193)	Pioneer Jukebox	beyond economical repair	\$2,355.00	\$0.00	remove from inventory and dispose
14 2659 (0701-194)	Pioneer Jukebox	beyond economical repair	\$2,355.00	\$0.00	remove from inventory and dispose
15 2678 (0701-152)	Printer	beyond economical repair	\$3,059.35	\$0.00	remove from inventory and dispose
16 2693 (0701-142)	Printer	beyond economical repair	\$1,047.00	\$0.00	remove from inventory and dispose
17 2656 (0701-238)	Printer	beyond economical repair	\$1,297.72	\$0.00	remove from inventory and dispose
18 3427 (1505-149)	Computer	beyond economical repair	\$1,802.00	\$0.00	remove from inventory and dispose
19 3425 (1418-170)	Polaroid Camera	beyond economical repair	\$1,287.27	\$0.00	remove from inventory and dispose
20 3442	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
21 3445	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
22 3449	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
23 3450	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
24 3452	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
25 3453	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
26 3456	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
27 3457	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
28 3461	S C B A	damaged by Hurr Wilma	\$2,345.00	\$0.00	remove from inventory and dispose
29 4659	Smoke Detector	damaged by Hurr Wilma	\$1,113.00	\$0.00	remove from inventory and dispose
30 3470	Computer	damaged by Hurr Wilma	\$1,893.00	\$0.00	remove from inventory and dispose
31 3840	Computer	beyond economical repair	\$1,525.56	\$0.00	remove from inventory and dispose
32 3880	Computer	beyond economical repair	\$2,546.00	\$0.00	remove from inventory and dispose
33 3899	Computer	beyond economical repair	\$2,305.00	\$0.00	remove from inventory and dispose
34 3951 (1415-077)	Printer	beyond economical repair	\$1,442.00	\$0.00	remove from inventory and dispose

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Miguel Carbonell
Jackson Square Facilities Department

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1290 (0903-815)	97010664	Magnascanner	4/8/97	\$3129.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXX APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Beyond economical repair

APPROVED BY:


PRINT NAME: MIGUEL CARBONELL

DEPARTMENT DIRECTOR APPROVAL:


PRINT NAME: JOHN W. KING

DIVISION DIRECTOR APPROVAL:


PRINT NAME: DENT PIERCE

4/17/06

Here @ Tech Services
mg 3-28-06

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

APR 11 2006

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1301 (0903-1016)	105024	Colfax Computer	09/04/02	\$1345.27/\$0
1624 (1102-145)	EMQ2D	Dell Computer	05/15/98	\$1314.00/\$0
1863 (3000-207)	490571603	Howard Computer	04/15/03	\$1491.00/\$0
2570 (2600-967)	398183702	Howard Computer	09/06/02	\$1029.61/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXX **APPROVAL TO ADVERTISE FOR BIDS.**

 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

PRINT NAME: Debbie Frederick
DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL:

PRINT NAME: Lisa Druckemiller
LISA DRUCKEMILLER

RECEIVED
APR 27 2006
BY:

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE:

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1809 (1807-149)	105390	Laptop Computer	9/30/02	\$1985.95/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW.

XXXX APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Broken-Beyond economical repair

APPROVED BY:

PRINT NAME: JERRY ESKEW

DIVISION DIRECTOR APPROVAL:

PRINT NAME: SHEILA BARKER

TECHNICAL SERVICES APPROVAL:

PRINT NAME: LISA DRUCKEMILLER

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

APR 17 2006

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.
DATE: _____

FROM: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2491 (0201-252)	9VHMN01	Computer	7/18/01	\$1729.60/\$0
2492 (0201-250)	7VHNB01	Computer	7/18/01	\$1729.60/\$0
2493 (0201-253)	DVHMN01	Computer	7/18/01	\$1729.60/\$0
2494 (0201-249)	5VHMN01	Computer	7/18/01	\$1729.60/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Cannibalized for parts

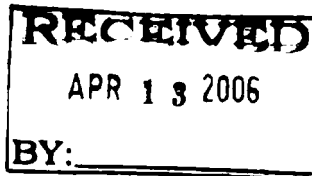
DIVISION DIRECTOR APPROVAL:

PRINT NAME: DANNY KOLHAGE

TECHNICAL SERVICES APPROVAL:

PRINT NAME: LISA DRUCKEMILLER

4/11/06



MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: _____

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2503 (0202-616)	682JP01	Computer	8/22/01	\$1270.70/\$0
2504 (0202-615)	S0104060815	Monitor	8/22/01	\$1127.26/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Cannibalized for parts

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

DANNY KOLHAGE

TECHNICAL SERVICES APPROVAL:

PRINT NAME:

LISA DRUCKEMILLER

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: JOYCE GRIFFIN, MANAGER
SUPERVISOR OF ELECTION

DATE: X ~~0050~~ 3457

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2647 (0701-193)	RA8528432	Pioneer Jukebox	9/30/97	\$2355.00/\$0
2659 (0701-194)	RA8528326	Pioneer Jukebox	9/30/97	\$2355.00/\$0
2678 (0701-152)	na	Lexmark Printer	9/29/95	\$3059.35/\$0
2693 (0701-142)	usc.B 008436	Printer	3/9/94	\$1047.00/0
2656 (0701-238)	E009673	Printer Marathon Lexmark	9/30/02	\$1297.72/0

CHECK ONE (1) APPROPRIATE LINE BELOW:

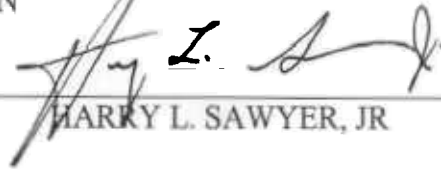
XXXXX APPROVAL TO ADVERTISE FOR BIDS.
 _____ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
 _____ APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Broken – beyond economical repair

APPROVED BY: 
 PRINT NAME JOYCE GRIFFIN

DATE: 3-27-06

DIVISION DIRECTOR APPROVAL: 
 PRINT NAME HARRY L. SAWYER, JR

MONROE COUNTY INVENTORY DELETION REQUEST

RECEIVED
APR 13 2006
BY: _____

TO: DIVINA D. SPEER STOP #8

FROM: Camille Dubroff, Emergency Mgt.

PROPERTY CLERK, FINANCE DEPT.

Fire Rescue

RECEIVED
APR 18 2006
BY: _____

DATE: April 10, 2006

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
3427 (1505-149)	BJ22R	Dell Computer w/ monitor	9/30/97	1802.00/0
0454-03	HM81CT <i>Retired 2004</i>	Dell Computer w/ monitor	Unknown-Pre-17?	Unknown
1418-170 3425		Indenticard Polaroid camera and stand	8/29/97	1282.27/0

CHECK ONE (1) APPROPRIATE LINE BELOW:

☐ APPROVAL TO ADVERTISE FOR BIDS.
☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Both Dell Computers have crashed and are unusable.
The Indenticard Camera is obsolete and is no longer used with this program. A new camera has been purchased.

PREPARED BY: Camille Dubroff
 PRINT NAME: Camille Dubroff

DATE: 04/10/2006

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: Clark O. Martin, Jr., Fire Chief

TECHNICAL SERVICES APPROVAL: _____

LISA DRUCKEMILLER

RECEIVED
APR 06 2006
BY:

MONROE COUNTY
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert
Fire Rescue

Peter Lubert

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3442	EX036102	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3445	EX035181	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3449	EX036198	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3450	EX036216	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3452	EX035186	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3453	EX033120	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3456	EX036213	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3457	EX036199	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
3461	EX033133	Self Contained Breathing Apparatus	1/21/04	\$2345.00/\$0
4659	02930101	Smoke Ejector	3/3/93	\$1113.00/\$

CHECK ONE (1) APPROPRIATE LINE BELOW:

☒ APPROVAL TO ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Damaged by Hurricane Wilma

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME:

CLARK MARTIN

Clark Martin

RECEIVED
APR 11 2006

RECEIVED
APR 06 2006
BY:

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

DATE: _____

FROM: Peter Lubert
Fire Rescue

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3470	HLQQB	Computer	3/3/99	\$1893.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

- ☒
APPROVAL TO ADVERTISE FOR BIDS.
- ☐
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
- ☐
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:
Damaged by Hurricane Wilma

DIVISION DIRECTOR APPROVAL:


PRINT NAME: CLARK MARTIN

TECHNICAL SERVICES APPROVAL:


PRINT NAME: LISA DRUCKEMILLER

3-10-06

RECEIVED
APR 17 2006
BY: _____

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3840	8FD8Y61	Computer	3/16/02	\$1525.56/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXX **APPROVAL TO ADVERTISE FOR BIDS.**
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST
Beyond economical repair

DIVISION DIRECTOR APPROVAL: _____

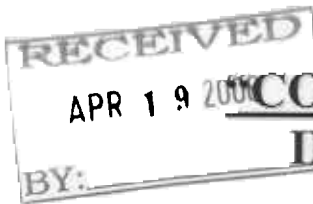
PRINT NAME: _____

DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL: _____

PRINT NAME: _____

LISA DRUCKEMILLER



MONROE COUNTY

COMPUTER RELATED EQUIPMENT INVENTORY DELETION REQUEST

TO: Divina Speer

FROM

Michelle Lee
Gmd X2584

PROPERTY CLERK, FINANCE DEPT.

DATE: 4-18-06

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
3880	HD9FF11	Dell Computer (McGarry/Sanders)	5-15-02	orig = \$2546 pres = 0
3899	DKRMPO1	Dell Computer (Rohrs/Danison)	7-25-01	orig = 2305 pres = 0

CHECK ONE (1) APPROPRIATE LINE BELOW:

APPROVAL TO ADVERTISE FOR BIDS.

☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Computers are outdated & have already been replaced.

PREPARED BY: M. Lee

DATE: 4-18-06

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

4/18/06

TECHNICAL SERVICES APPROVAL:

PRINT NAME:

Risa Druckmiller 4190
Risa Druckmiller

MONROE COUNTY INVENTORY DELETION REQUEST

TO: DIVINA D. SPEER STOP #8
PROPERTY CLERK, FINANCE DEPT.

FROM: Camille Dubroff, Emergency Services
Fire Rescue

DATE: April 18, 2006

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
1415-077 3951	Unknown	HP Laser Jet #4 Printer	9/30/93	\$1442.00/0

CHECK ONE (1) APPROPRIATE LINE BELOW:

 X APPROVAL TO ADVERTISE FOR BIDS.
 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
 APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO:

REASON FOR REQUEST:

This HP Laser Jet Printer no longer works. We seek approval to remove from inventory and destroy.

PREPARED BY: Camille Dubroff
 PRINT NAME: Camille Dubroff

DATE: 04/10/2006

DIVISION DIRECTOR APPROVAL: Clark O. Martin, Jr.
 PRINT NAME: Clark O. Martin, Jr., Fire Chief